

Forwarded on:

MAY 25 2005

by Council Liaison's Office

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Leslye Corsiglia

SUBJECT: CASA FELIZ RELOCATION
STATUS UPDATE

DATE: May 24, 2005

Approved

Date

May 25, 2005

Council District: 3

SNI: University

INFORMATION

BACKGROUND

On February 15, 2005, the City Council adopted a resolution approving certain actions related to the sale of Casa Feliz, a 64-unit single-room-occupancy residential facility located at 525 South Ninth Street that had been acquired by the City through a foreclosure action in September 2004. The approved action included the implementation of a Relocation Plan. The Council directed staff to closely monitor the relocation and to periodically report on the status of the relocation activities. This report serves as the current status report for the Casa Feliz relocation.

CASA FELIZ RELOCATION PLAN STATUS UPDATE

On March 2, 2005, Overland Pacific & Cutler (OPC), the Casa Feliz relocation consultant, held a kick-off meeting for relocation implementation team members. Attending were four OPC staff; Housing Department staff; staff of the John Stewart Company (JSCo), the onsite property management firm; and a supervising social worker from Alliance for Community Care, the onsite service provider. Later in the day, the relocation team held an onsite meeting with the residents of Casa Feliz, interested family members, social workers, and tenant advocates, to discuss the tenant relocation process and benefits, and answer any questions.

Three OPC relocation specialists have been assigned to the Casa Feliz project, each working with one-third of the tenants. At the kick-off meeting, tenants were introduced to their assigned OPC relocation specialist and provided with contact information including a toll-free phone

number. The OPC specialists will have regular onsite office hours at Casa Feliz until the completion of the relocation.

Each tenant has been interviewed by an OPC specialist to evaluate his/her housing needs and preferences. The specialist then refers the tenant to one or more appropriate housing units in the area. The OPC specialists provide tenants with personal assistance in their search, including transportation to look at potential housing sites and assistance in completing rental applications. With the tenants' permission, the OPC counselors also coordinate with social workers, family members and other service providers to assess and address any special needs.

There are 68 residents and former residents involved in the relocation, including 16 individuals 55 years of age or older. The status of the relocation, based on the most recent OPC report, is as follows:

Tenants Relocated as of 5/12/05	22
Eligible Tenants Voluntarily Relocated Without Relocation Assistance	14
Tenants Deceased	3
Ineligible Tenants (Post Acquisition)	6
Tenants Evicted	2
<u>Eligible Tenants Currently Remaining on Site</u>	<u>21</u>
Total Original Tenant Population	68

Six Post Acquisition tenants (those who moved in after negotiations had begun for the acquisition of the property) were informed of the potential relocation action before they moved in. They each signed waiver notices documenting that they were informed that they would be ineligible for Relocation Benefits. Although ineligible for cash relocation benefits, OPC is providing advisory assistance to help them to locate alternate housing.

Despite public notice of the pending Relocation action, fourteen tenants voluntarily vacated the property before implementation of Relocation assistance. OPC, with assistance from onsite property management, is actively seeking to contact these tenants to determine their eligibility for Relocation Benefits. OPC has successfully contacted eight of these former tenants and is evaluating their eligibility for relocation benefits. The other six former tenants have not been located; OPC is working with onsite property managers to find these individuals and ensure they receive any benefits to which they are entitled.

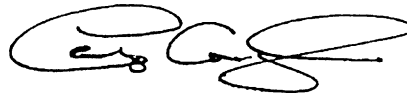
On May 17th, Housing staff met with the OPC Regional Manager and JSCo staff to review the activity to date, evaluate and make recommendations on issues, and plan next steps. As of that date, 25 residents remain at Casa Feliz, four of whom are ineligible for Relocation Benefits because they are Post Acquisition tenants and have signed waivers. Some of the remaining residents have special housing needs that are taking extra time to address. However, some residents are apparently choosing to remain in Casa Feliz as long as possible, and have delayed the selection of a new residence. To encourage the remaining residents to select new housing, a

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target date of September 1, 2005 has been tentatively set for completion of the relocation and a 90-day informational notice (attached) will be sent to residents and their social workers on approximately June 1st. A formal 60-day notice will be presented to all remaining residents one month later.

On June 22nd, staff from OPC, JSCo, and Housing will meet to review the status of each remaining resident and develop actions plans to address any remaining obstacles to successful relocation. As appropriate, social workers and/or family members will be invited to participate in this discussion.

An updated status report will be provided to the City Council in August 2005, or upon completion of the relocation, whichever is sooner. Any questions regarding the relocation process can be referred to Karen Wing, Housing Department Division Manager, at 277-8671.

A handwritten signature in black ink, appearing to read 'Leslye Corsiglia', with a stylized, flowing script.

LESLYE CORSIGLIA
Director of Housing

Attachment

Overland Pacific & Cutler Inc.
7901 Oakport St., Suite 4800
Oakland, CA 94621

Name
Casa Feliz
525 South Ninth Street
San Jose, CA 95112

June 1, 2005

RE: 90-DAY INFORMATIONAL NOTICE

Dear

This letter is to inform you about the progress of the Relocation Plan for Casa Feliz. As you know, the John Stewart Company, in conjunction with the City of San José, has adopted this plan to relocate all residents of Casa Feliz so that a new housing facility can be constructed to replace it. The firm of Overland Pacific & Cutler Inc. (OPC) has been hired to assist all residents in finding new homes. To date, over two-thirds of Casa Feliz residents have successfully relocated, many of them assisted by the OPC relocation specialists. OPC staff have taken residents to look at other housing facilities, helped them complete their rental applications, helped them obtain identification cards and verification of income, and helped them arrange to move their belongings to their new homes. OPC staff will continue to offer these and other needed services to you and your neighbors at Casa Feliz until all of you have found new homes.

The tentative date of closure for Casa Feliz is September 01, 2005. Although it is not necessary for you to vacate Casa Feliz immediately, the earlier you begin your move, the more choices you will have and the easier the process will be for you. Vacancies at preferred facilities are filling up fast and may not be available to you if you delay your decision. This letter is being given to you to re-emphasize the need for you to select a new home as soon as possible. Soon you will receive a "60-Day Notice to Vacate" containing a specific date by which you must leave Casa Feliz.

Please contact _____, your OPC relocation specialist, at **(510) 638-3081** as soon as possible to assist you with your move.

Sincerely,

David J. Richman
Regional Director

DATE DELIVERED TO CLAIMANT	OR	DATE MAILED TO CLAIMANT
DELIVERED BY		DATE RECEIVED FROM CLAIMANT